

Virginia Information
Technologies Agency

AUG 13 2003

**Wireless E-911 PSAP Funding
Request/Report Worksheet**

PSAP: Covington E-911 Communications

Period: 2003

Total Approved \$78,569.73

Total Actual ~~\$75,977.82~~ 75,887.14

Difference ~~\$2,591.91~~ + 2,682.59 BACK to Board

Call Load Data		Est.	Actual
Total telephone calls handled by the PSAP		65,000	73,760
Total 911 calls handled by the PSAP		4,700	4,264
Total wireless 911 calls handled by the PSAP		2,000	2,000
Percentage of wireless to total calls:		3.08%	2.71%
Percentage of wireless to 9-1-1 calls:		42.55%	46.90%

Equipment used only for Wireless E-911			
TIUs, trunk installation and Magic System		\$32,150.00	\$32,125.00
	TOTAL	\$32,150.00	\$32,125.00

Shared Equipment			
Logging recorder - purchase		\$52,000.00	\$51,332.88
CPE Maintenance		\$11,600.00	\$0.00
	TOTAL	\$63,600.00	\$51,332.88
Wireless Percentage - 10.42%		\$6,627.12	\$5,348.89



Covington Emergency Dispatch
FY 2003 Wireless Grant Report
Employee Costs
July 1, 2002 to June 30, 2003

Description	911 System 3140-011	911 System 3140-016	Technology Grant - 022	TOTALS	
Salary & Wages - Regular	\$210,003.00	\$0.00	\$19,825.59	\$229,828.59	
Salary & Wages - Overtime	\$7,813.00	\$5,580.13	\$7,593.31	\$20,986.44	
Longevity	\$3,300.00	\$0.00	\$0.00	\$3,300.00	\$3,300.00
Holiday Pay - Regular	\$0.00	\$0.00	\$0.00	\$0.00	
Holiday Pay - Overtime	\$0.00	\$0.00	\$0.00	\$0.00	
FICA	\$16,761.13	\$266.94	\$2,027.94	\$19,056.01	\$19,056.01
Retirement - VRS	\$19,891.30	\$0.00	\$1,808.30	\$21,699.60	\$21,699.60
Hospital / Medical Plans	\$59,994.00	\$0.00	\$5,651.34	\$65,645.34	\$65,645.34
Group Insurance - VRS Life Ins	\$0.00	\$0.00	\$0.00	\$0.00	
Worker's Compensation	\$146.00	\$0.00	\$0.00	\$146.00	\$146.00
Education - Tuition Assistance	\$0.00	\$0.00	\$0.00	\$0.00	
Health Insurance Credit	\$950.40	\$0.00	\$86.40	\$1,036.80	\$1,036.80
Dental Insurance	\$4,630.99	\$0.00	\$344.85	\$4,975.84	\$4,975.84
Uniforms & Wearing Apparl.	\$1,104.39	\$0.00	\$0.00	\$1,104.39	\$1,104.39
Books & Subscriptions	\$215.25	\$0.00	\$0.00	\$215.25	\$215.25
Travel - Mileage	\$0.00	\$0.00	\$0.00	\$0.00	
Travel - Subsistance & Lodging	\$0.00	\$0.00	\$0.00	\$0.00	
Travel - Convention & Education	\$459.03	\$0.00	\$0.00	\$459.03	\$459.03
Dues & Assiciation Membership	\$195.95	\$0.00	\$0.00	\$195.95	\$195.95
TOTALS	\$325,464.44	\$5,847.07	\$37,337.73	\$368,649.24	\$116,963.98
			Wireless Board - 10.42%	\$38,450.12	\$12,199.34
					\$870.23

6/27/2003

022 TECHNOLOGY E-911 GRANT PROGRAM II
REVENUE

		CR/AJ NUMBER	DATE	DESCRIPTION
<u>022 TECHNOLOGY E-911 GRANT PROGRAM II</u>				
022 240426 E-911 Grant Program	78,569.73			
	(39,284.87)	CR-103B	11/26/02	
	(19,642.43)	CR-134A	01/15/03	
	<u>(19,642.43)</u>	CR-192A	04/09/03	
	0.00			Amount to be Collected
TOTAL REVENUE RECEIVED	78,569.73			

6/27/03

022 TECHNOLOGY E-911 GRANT PROGRAM II

	AMOUNT	ISSUED TO	CHECK NO	CHECK DATE	DESCRIPTION
<u>022 TECHNOLOGY E-911 GRANT PROGRAM II</u>					
3140/2001 FICA					
	2,027.94				
	(385.74)		AJ-476	05/21/03	
	1.27		AJ-482	05/21/03	
	(771.28)		AJ-525	06/06/03	
	(596.12)		AJ-555	06/20/03	
	(275.86)	Correct Coding	AJ-581	06/27/03	
	<u>(0.21)</u>	Correct Coding	AJ-583	06/27/03	
Balance Remaining	0.00				
Amount Spent	2,027.94				
3140/2002 Retirement/VRS					
	1,808.30				
	<u>(1,808.30)</u>	Treasurer of VA - Retirement	87244	06/19/03	
Balance Remaining	0.00				
Amount Spent	1,808.30				
3140/2005 Hospital/Medical Plan					
	5,651.34				
	(4,440.34)	Southern Health Services	87304	06/19/03	
	<u>(1,211.00)</u>	Southern Health Services	87327	06/19/03	
Balance Remaining	0.00				
Amount Spent	5,651.34				

6/27/2

022 TECHNOLOGY E-911 GRANT PROGRAM II

	AMOUNT	ISSUED TO	CHECK NO	CHECK DATE	DESCRIPTION
<u>022 TECHNOLOGY E-911 GRANT PROGRAM II</u>					
3140/2015 Health Insurance Credit	86.40				
	<u>(86.40)</u>	VRS Health Ins. Credit	87294	06/19/03	
Balance Remaining	0.00				
Amount Spent	86.40				
3140/2018 Dental Insurance	344.85				
	<u>(344.85)</u>	Anthem Blue Cross/Blue Shield	87379	06/26/03	
Balance Remaining	0.00				
Amount Spent	344.85				
3140/7003 Communications Equipment	41,232.00				
	<u>(41,232.00)</u>	Dictaphone Corp	87481	06/27/03	
Balance Remaining	0.00				
Amount Spent	41,232.00				
Total Balance Remaining	(0.00)				
Total Amount Spent	78,569.73				

**Covington Emergency Dispatch
Equipment Costs Report - FY2003
07/01/2002 to 06/30/2003**

Dictaphone Logging Recorder \$ 51,016.32 ✓

Highland Computer \$ 101.96

(terminate data lines for recorder)

Burkholder Electric \$ 115.60

(run data lines for recorder)

Highland Computer \$ 99.00

(switch for logging recorder)

TOTAL	\$ 51,332.88
Wireless % - 10.42%	\$ 5,348.89

Magic System & Four TIUs	\$ 32,125.00
NTELOS - Four Wireless Trunks	???
Monthly Cost	???
TOTAL	\$ 32,125.00

002411



Dictaphone Corporation
3984 Pepsi Cola Drive
Melbourne, FL 32934

INVOICE

DATE	TERMS	INVOICE
6/26/03	ON RECEIPT	UCR016514

Order Date 5/23/03

INVOICE TO CITY OF COVINGTON
CENTRAL ACCOUNTING OFFICE
PO BOX 900
COVINGTON VA 24426

SHIP TO CITY OF COVINGTON EMERGENCY DISPATCH
333 W LOCUST ST
COVINGTON VA 24426

CUSTOMER P.O. NUMBER	LOCATION	EMP. NO.	CUSTOMER NO.	CONTACT	
305050-305052	CR3180	10238	USC08287	JOHN HUDSON	540.965.6337
QUANTITY	DESCRIPTION	MODEL NUMBER	SERIAL NUMBER	UNIT PRICE AMOUNT	AMOUNT DUE
3	FREEDOM RECORDER	05GA000	250488 250490 250492	6995.00	\$ 20,985.00
11	COMPRESSION MODULE	0428133		1,695.00	18,645.00
11	ANALOG COUPLER BOARD	0428357		1,495.00	16,445.00
1	FREEDOM SYSTEM SOFTWARE PACK	0FREPAK		3,108.00	0.00
1	15" MONITOR TFT 1520	0M15LCD-D02		745.00	745.00
1	WIN 2000 WORKSTATION W/DVD'S	00FWS20-02D	250668	3,300.00	3,300.00
3	FREEDOM CALL CHECK	0FRECHK		995.00	0.00
1	10 PACK DVD MEDIA	428034		350.00	350.00
1	PC ANYWRE SOFTWARE	0146734-103		168.70	0.00
1	FREEDOM CUSTOM DATA MODULE ANI/ ALI	0FREANI-ZET	4AA000249524	4,995.00	4,995.00
1	EXTERNAL USB HARD DRIVE 80GB	0HDUSB0		265.00	265.00
2	FREEDOM TRAINING CD	0CRSTCD		495.00	495.00
2	FREEDOM SYSTEM SOFTWARE ADD LIC	0FREPAK2		834.00	0.00
1	UPS 1KVA 2U RK 120V USB SERIAL	0UPS10R-L01		800.00	800.00
1	SHORT CABINET, UP TO 7 RECORDERS	160945		1,395.00	1,395.00
1	CABINET SIDES	16094		175.00	175.00
1	POWER STRIP	160981		75.00	75.00
1	ASSURED PROTECTION PLAN 8X5 5YEARS	APP 8X5			19,356.00
1	INSTALLATION	INSTALL			2,202.00
1	TRADE IN	TRADE			(14,551.00)
1	DISCOUNT	DISCOUNT			(24,994.00)

FEDERAL EMPLOYER IDENTIFICATION NUMBER 04-3506655

WE HEREBY CERTIFY THAT THESE GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7, AND 12 OF THE FAIR LABOR STANDARDS, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 THERE OF.

AMOUNT DUE \$ 50,683.00

DICTAPHONE

REMITTANCE STUB

UCR016514

USC08287

6/26/03

AMOUNT DUE \$ 50,683.00

CITY OF COVINGTON
CENTRAL ACCOUNTING OFFICE

PO BOX 900

COVINGTON VA 24426

Customer: To Insure Proper Processing of Payment, Please
Return This Stub With Your Check To:
Dictaphone Corporation
3984 Pepsi Cola Drive
Melbourne, FL 32905
Attn: TODD CRUMP

6/26/03



Dictaphone Corporation

002438

3984 Pepsi Cola Drive
Melbourne, FL 32934

INVOICE

DATE	TERMS	INVOICE
6/27/03	ON RECEIPT	UCR016702

Order Date 6/17/03

INVOICE TO CITY OF COVINGTON
CENTRAL ACCOUNTING OFFICE
PO BOX 900
COVINGTON VA 24426

SHIP TO CITY OF COVINGTON EMERGENCY DISPATCH
333 W LOCUST ST
COVINGTON VA 24426

CUSTOMER P.O. NUMBER	LOCATION	EMP. NO.	CUSTOMER NO.	CONTACT	
306042	CR3180	10238	USC085287	JOHN HUDSON	540.965.6337
QUANTITY	DESCRIPTION	MODEL NUMBER	SERIAL NUMBER	UNIT PRICE AMOUNT	AMOUNT DUE
3	RACK MOUNT SIDE RAIL KIT	428136		125.00	\$ 375.00
3	19" CONSOL MOUNTING TRAY	158339		95.00	285.00
1	INSTALLATION	INSTALL			143.00
1	DISCOUNT				(363.00)
	RETURN CREDIT FOR TWO MOUNTING TRAYS				(106.68)
<div>6 ft. to J. A. B.</div>					

FEDERAL EMPLOYER IDENTIFICATION NUMBER 04-3506655

WE HEREBY CERTIFY THAT THESE GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 8, 7, AND 12 OF THE FAIR LABOR STANDARDS, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 THERE OF.

DICTAPHONE

REMITTANCE STUB

UCR016702

USC085287

6/27/03

AMOUNT DUE \$ 333.32

CITY OF COVINGTON
CENTRAL ACCOUNTING OFFICE

PO BOX 900

COVINGTON VA 24426

Customer: To Insure Proper Processing of Payment, Please
Return This Stub With Your Check To:

Dictaphone Corporation
3984 Pepsi Cola Drive
Melbourne, FL 32905
Attn: TODD CRUMP

6/27/03

CITY OF COVINGTON • P.O. BOX 900 • COVINGTON, VA. 24426

VOUCHER

4/10/03

NO. A 086108

VOUCHER	P.O. NO.	INVOICE NO.	DATE	DESCRIPTION	AMOUNT
0393		152570	3/25/03	SUPPLIES	*****170.96
NET AMOUNT					*****170.96

5



CITY OF COVINGTON
P.O. BOX 900 • COVINGTON, VA. 24426

CHECK NO. A 086108

68-426
514

EXACTLY **BB&T** HUNDRED SEVENTY DOLLARS AND 96 CENTS
Branch Banking and Trust Company
COVINGTON, VA.

CHECK NO.

86108

DATE

4/10/03

VOID AFTER 60 DAYS

AMOUNT

*****170.96

PAY
TO THE
ORDER
OF 109 MALL RD.
COVINGTON VA 24426

CITY MANAGER

TREASURER

NON-NEGOTIABLE

CC

U

100.25085 152570 0303

Highland Computers

109 Mall Road

Covington, VA

426

Phone: (540) 962-7507

Fax: (540) 962-7508

INVOICE

152570

CUSTOMER NO. 100062

BILL TO: City of Covington
Attn: Accounts Payable
P.O. Box 900
Covington, VA, 24426

SHIP TO: John Hudson

(540) 000-0000

DATE	SHIP VIA	F.O.B.	TERMS
03/25/03	Best way	Your dock	Net 30 days
P.O. NUMBER	ORDER DATE	SALESPERSON	OUR ORDER NUMBER
	02/20/03		015981

ITEM NO.	ITEM NAME	REQ.	QUANTITY SHIPPED	B.O.	UNIT PRICE	EXTENDED PRICE
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ES108	Netgear 8 Port 10/100 Hub	1	1		69.000	69.00
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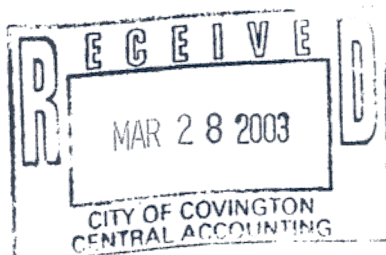
F4E430	RJ45 Single Wall plate	2	2		2.990	5.98
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R6D022-AB5-IVO	RJ45 Female cat 5 keystone jack	2	2		5.990	11.98
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LABOR		1.500	1.500		56.000	84.00
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Labor
Install above & terminate computer
end @ computer with Cat 5 jack
& wall plate. Test cable.
Work done on 03-25-03

Delore For Brant



Net amount 170.96
Discount

Sales tax
Freight

Total due: \$170.96

CITY OF COVINGTON • P.O. BOX 900 • COVINGTON, VA. 24426

4/30/03 NO. A 086411

VOUCHER	P.O. NO.	INVOICE NO.	DATE	DESCRIPTION	AMOUNT
0830		749	4/29/03	INSTALL DATA	\$*****115.60



CITY OF COVINGTON
P.O. BOX 900 • COVINGTON, VA. 24426

CHECK NO. A 086411

68-426
514

EXACTLY

BB&T
Branch Banking and Trust Company
COVINGTON, VA.

HUNDRED FIFTEEN DOLLARS AND 60 CENTS

CHECK NO.

86411

DATE

4/30/03

VOID AFTER 60 DAYS

AMOUNT

\$*****115.60

PAY
TO THE ORDER OF THE WORKHOLDER ELECTRIC
ORDER
OF 4713 HAYS GAP ROAD
COVINGTON, VA 24426

CITY MANAGER

TREASURER

NON-NEGOTIABLE

Burkholder Electric, Daryl
4713 Hayes Gap Road
Covington, VA 24426
54-1549057

Invoice

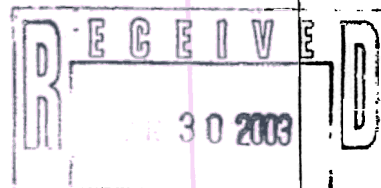
DATE	INVOICE NO.
4/29/'03	749

BILL TO

City of Covington
Central Accounting
City Hall
Covington, VA 24426

P.O. NO.

DESCRIPTION		AMOUNT
For the installation of data lines in Dispatch.		115.60
Materials	\$ 15.60	
Labor 2.5 hrs 40.00/hr	100.00	
Total		\$115.60



VOUCHER	P.O. NO.	INVOICE NO.	DATE	DESCRIPTION	AMOUNT
---------	----------	-------------	------	-------------	--------

1534
1535
1536
153739
153671

6/18/03
6/12/03
5/15/03
5/23/03

TONER CART,
~~SWITCH~~
SUPPLIES
ADAPTER/CABLE

59.00
99.00
121.98
77.99

CITY OF COVINGTON • P.O. BOX 900 • COVINGTON, VA. 24426

NET AMOUNT

557.97

PLEASE DETACH BEFORE DEPOSITING



BRCT
BROOKLYN REPAIR COVINGTON
Company

KACILY

AY
TO THEIGHLAND COMPUTER
ORDER
OF 109 WALL RD.
COVINGTON

VA 24426

NGTON
ON, VA. 24426

DOLLARS AND 97 CENTS

CHECK NO.

DATE

6/26/03

VOID AFTER 60 DAYS
AMOUNT

557.97

CHECK NO.

A

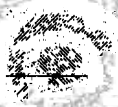
087409

68426
514

NON-NEGOTIABLE

TREASURER

CITY MANAGER



REC-1 140900



153739 153671

and Computers

Mall Road

Covington, VA

24426

Phone: (540) 962-7507

Fax: (540) 962-7508

INVOICE 153671

CUSTOMER NO. 100062

BILL TO: City of Covington
Attn: Accounts Payable
P.O. Box 900
Covington, VA, 24426

SHIP TO: John Hudson

OK
87409
6/26/03

(540) 000-0000

DATE		SHIP VIA		F.O.B.		TERMS	
06/12/03		Best way		Your dock		Net 30 days	
P.O. NUMBER		ORDER DATE		SALESPERSON		OUR ORDER NUMBER	
15634		06/12/03				017329	
ITEM NO.		QUANTITY		UNIT		EXTENDED	
ITEM NAME		REQ.	SHIPPED	B.O.	PRICE	PRICE	
DSS-16+		1	1		99.000	99.00	
Dlink 16-Port Switch							

Net amount	99.00
Discount	
Sales tax	
Freight	
	=====
Total due:	\$99.00

CITY OF COVINGTON, VA

24300

6/24/03

WIRELESS EQUIP.

*****32,125.00

NET AMOUNT

*****32,125.00



CITY OF COVINGTON
P.O. BOX 900 • COVINGTON, VA 24426

CHECK NO.

A

087454

68-428
514

ACTLY

BB&T
Branch Banking and Trust Company
COVINGTON, VA.

TWO THOUSAND ONE HUNDRED TWENTY FIVE DOLLARS AND 00 CENTS

VOID AFTER 60 DAYS

CHECK NO.

87454

DATE

6/26/03

AMOUNT

*****32,125.00

PAY

TO THE

ER

P.O. BOX 17398

BALTIMORE

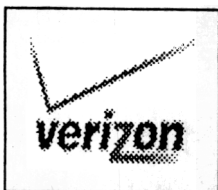
MD 21297

CITY MANAGER

TREASURER

NON-NEGOTIABLE

018-3140-7003 32,125.00

**VERIZON**

P O Box 17398
Baltimore, Md 21297
800 297-2355 x5059 fax 540 982-4808

002410

Invoice No. 023 792-4300

INVOICE**Customer**

Name City of Covington
Address PO BOX 900
City Covington State VA ZIP 22193
Acct ID 023 176-4183 147

Date 6/24/2003
Order No. _____
Rep Angie Reynolds
FOB _____

Qty	Description	Unit Price	TOTAL
	Billing for Wireless Equipment and Magic		
4	TIU cards	\$0.00	
1	CRU card	\$0.00	\$0.00
4	KTU cards	\$0.00	\$0.00
1	MAGIC Call Counting System PSC 14 Svc Pk 3	\$0.00	\$0.00
	MAGIC 2.6 software Compaq server with monitor		
	Equipment Rack/Printer		
1	Total Cost of Equipment	\$32,125.00	\$32,125.00

PAID
JUL 2003
City Treasurer
Covington

2003**Payment Details**

- ☐ Cash
☒ Check
☐ Credit Card

Name _____
CC # _____
Expires _____

SubTotal	\$32,125.00
Shipping & Handling	\$0.00
Taxes	
State	
TOTAL	\$32,125.00

Office Use Only

Insert Fine Print Here

Insert Farewell Statement Here

**City of Covington, Virginia
E-911 Coordinator**

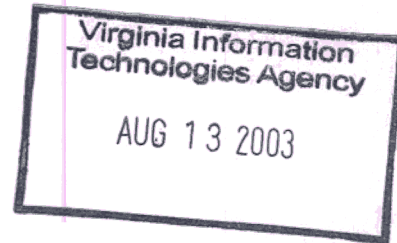
**City Hall - 333 West Locust Street
540-965-6337**

**Covington, Virginia 24426
540-965-6334 (fax)**

John G. Hudson

Monday, August 11, 2003

Mr. N. Jerry Simonoff, Chairman
Wireless E-911 Services Board
Richmond Plaza Building - Suite 135
110 South Seventh Street
Richmond, Virginia 23219-3931



Dear Mr. Simonoff;

Attached you will find the FY2003 Wireless Report of the City of Covington, Virginia.

Explanations:

a. Call Load Data:

The "Magic" Call Accounting System was installed in April of 2003 (four months late) and the call statistics are based on projections from the data accumulated since that time. The data used was accumulated over a eighty-nine day (89) period (04/02 to 06/30/2003). Please see the attached spreadsheet for a projected breakdown of calls.

b. Equipment Dedicated to Wireless E-911:

The four (4) wireless trunks were installed in May of 2003 by Ntelos (five months late). The four (4) TIU modules were installed by Verizon in the Plant Equipment "Maaars" Telephone system in April of 2003.

c. Shared Equipment:

A new Dictaphone "Freedom" Digital Logging Recorder was installed in June of 2003.

d. Local Exchange Carrier (LEC) Costs:

The four (4) wireless trunks were installed in May of 2003 (five months late) - No billing has been received from NTelos.

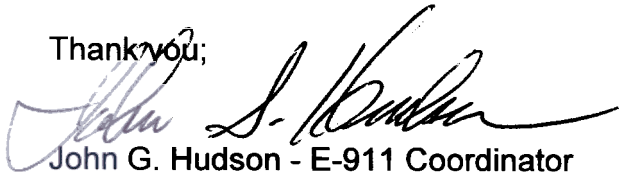
e. Personnel Costs:

Covington Emergency Dispatch presently employs nine (9) communications officers and a E-911 Coordinator. The personnel costs are spread among three (3) budget categories.

Please see the attached budget printouts and spread sheet.

If any further information is needed, please advise me as soon as possible.

Thank you;

A handwritten signature in black ink, appearing to read "John G. Hudson", is written over the typed name.

John G. Hudson - E-911 Coordinator